



# Tender for Options Appraisal: Capital Development Consultant

**South Asian Arts UK (SAA-uk)** is seeking competitive tenders from experienced capital consultants to scope, model, and cost a plan of work to create a new permanent cultural hub in Leeds.

## *Background*

**SAA-uk** is a Leeds-based centre of excellence for South Asian performing arts.

A National Portfolio Organisation of Arts Council England and an arts charity, for almost 30 years SAA-uk has championed and celebrated South Asian classical and contemporary music and dance. Our work spans a wide-ranging education programme, professional artist development, high-quality live performances, and community engagement activities, currently taking place across multiple sites in Leeds.

Visit [www.saa-uk.org](http://www.saa-uk.org)

## *The Opportunity*

Following a period of significant growth and expansion enabled by renewed investment from key funders, SAA-uk is now exploring the development of a dedicated base. It will form a hub for our educational, cultural, and creative activities, a beacon for civic and cultural pride, and a National Centre of Excellence for the development and promotion of South Asian performing arts.

A visible, inclusive, and welcoming space for people from all walks of life, learners and creatives, SAA-uk's first permanent home will be a place to develop talent, study music and dance, and to engage communities from across the breadth of South Asia (Afghanistan, Bangladesh, Bhutan, India, the Maldives, Nepal, Pakistan and Sri Lanka).

The space needs of the organisation are pressing, with capacity and co-ordination issues relating to operating across multiple sites, limiting growth and visibility.

The organisation has modelled its current and future spaces needs as around 1,000-1,500 m<sup>2</sup> and now wishes to explore options including purchase and conversion/refurbishment of a building; leasing an appropriate existing space; or land purchase for a new build.

Early planning has identified the core needs of the new hub:

- Teaching, practice, and rehearsal rooms for South Asian music and dance
- Office and meeting space for the core team (c10pp)
- Meeting/social space plus kitchen facilities
- Secure storage for instruments, costumes and archives
- Garden/outdoor space
- A flexible, low-tech performance area.

A more detailed MoSCoW analysis of space needs is available on request.

### *Scope of Consultancy*

The consultancy is expected to cover and report on the following:

- A detailed functional analysis of the spatial and technical requirements of the organisation, based on MoSCoW analysis and liaison with SAA-uk senior management team, trustees, and stakeholders.
- An options analysis covering the following 4 scenarios with related business planning where required:
  - i. building conversion/refurb,
  - ii. building lease,
  - iii. land-purchase for a new-build,
  - iv. as well as scenario planning for stand-still/business as usual.
- An outline costing of each option, based on current and predicted market trends, potential purchase and lease arrangements, and planning considerations.
- An outline business impact analysis of running/upkeep/overheads costs; and potential income-drivers (e.g. space hire).
- Outline specifications and requirements, including physical and digital infrastructure, ecological sustainability considerations, public accessibility, licensing, fire regulations, health and safety.
- An outline location analysis of Leeds neighbourhoods, based on public transport, safety, accessibility, parking etc to support a focused location search.
- Liaison with key stakeholders, including SAA-uk senior management team, trustees, Arts Council England and Leeds City Council, including informing future funding conversations.



## *Role Requirements*

- Evidenced professional experience of capital consultancy, works scoping and cost benefit analysis.
- Knowledge and experience of the creative and charitable sector, arts-specific buildings and facilities, and the arts funding landscape.
- Knowledge of the northern planning and development landscape, ideally with some knowledge of Leeds communities and neighbourhoods.
- Commitment to embedding sustainability measures and allocate paid days to cover environmental design and implementation.
- An ability to work quickly and independently, liaising confidently with key community stakeholders throughout the process.



## *Fee*

A fee of £10,000 (plus reasonable additional expenses which may be agreed in advance) is available to support the work. This fee will be paid in three instalments: 40% at the start of the work, 40% at a mid-point, and 20% at the end.

## *Consultancy Timeline*

**Deadline for applications:** Monday 30th March 2026, midday

**Selection of Top 3 application and invitation to interview:** Wednesday 15th April 2026

**Pitch & Presentation (in-person interview at our office in Mabgate Mills, Leeds):**  
week commencing 20th April 2026

**Appointment of consultant:** by Thursday 30th April 2026

**Commencement of work:** May 2026

**Reporting deadline:** 31st July 2026

## How to Apply

Applications to be submitted in writing to include:

- A covering letter setting out how you would approach and meet the aims of the project scope;
- A short overview of relevant experience, including examples of recently completed projects or programmes of work;
- A breakdown of your time allocation to meet the brief and an outline budget including your fee and related costs;
- Details of 2 professional client references (references will be sought from the preferred tender prior to contract stage).

All proposal will be assessed based on:

- Relevant experience and track record;
- Understanding of the brief;
- Quality and feasibility of the proposed approach;
- Value for money;
- Knowledge of the local arts and charity sector.

Please send to [barbara@saa-uk.org](mailto:barbara@saa-uk.org) by **Monday 30th March 2026 at midday**.

If selected for this work, you will be contacted by our team to attend an in-person interview at our office in Mabgate Mills, Leeds, to discuss and present your proposal to a panel of SAA-uk team members and trustees.